

Professional and Managerial Branch
Miscellaneous Professional Group
Sciences Series

CHEMIST II

02/98(SAC)

CHARACTERISTICS OF THE CLASS:

Under direction, plan, direct and supervise chemist and laboratory technical personnel conducting chemical and bacteriological analyses of water and wastewater samples.

EXAMPLES OF DUTIES:

Plan, assign and coordinate the collection and analysis of water and wastewater samples. Involves: conducting required analyses of water and wastewater samples to assure water and wastewater quality conforms to federal, state and local standards; maintaining records of samples collected and test results; operating and maintaining special laboratory equipment including advanced spectrophotometry and advanced chromatography; using a computer to analyze and maintain records of data collection, samples tested and results

Supervise designated exempt and nonexempt professional, technical, administrative and clerical personnel. Involves: scheduling, assigning, instructing in and guiding, and checking work; conducting or arranging for employee training and development; appraising performance and reviewing appraisals of subordinate supervisors; effectively participating in hiring and terminating, counseling, disciplining or changing status of subordinates; enforcing personnel rules and regulations including those pertaining to standards of conduct, attendance, safety and work practices.

Perform other duties as assigned. Involves: maintaining current knowledge of chemical testing equipment and procedures and federal, state and local legislation pertaining to water quality testing regulations and standards; substituting for coworkers or supervisor during temporary absences to maintain continuity of operations; researching and recommending the purchase of new laboratory equipment; maintaining records and preparing reports.

MINIMUM QUALIFICATION:

Training and Experience: Graduation from an accredited college or university with a Bachelor's degree in Chemistry, Bacteriology or an related field and three (3) years professional laboratory work experience including one (1) year of experience operating advanced instrumentation including, but not limited to, advance spectrophotometry or advanced chromatography; or an equivalent combination of training and experience.

Knowledge, Abilities and Skills: Good knowledge of: equipment, procedures and techniques used in a chemical analysis laboratory; theories, principles and practices of chemistry and bacteriology; use and care of special chemical analysis equipment; hazards of the trade, including the effects of the chemicals used, and of the safe working practices and equipment of the trades; chain of custody and quality control and assurance procedures; supervisory methods.

Ability to: perform laboratory analyses to determine water quality; research new analytical methods and equipment and recommend their purchase; understand and follow oral and written instruction; record test results; establish and maintain effective working relationships with fellow employees; maintain records and prepare reports.

Skills in: safe use and care of laboratory equipment and chemicals; safe operation of a motor vehicle through City traffic.

Physical Requirements: Exposure to a chemical laboratory and office environment; exposure to hazardous chemicals.

Licenses and Certificates: Texas Class "C" Driver's License or equivalent license issued by another state.

Director of Personnel

Department Head